Phonefax **40**° Phonefax **45**™



User Manual



#### Dear Customer,

In buying this device you have chosen a quality product made by Sagem. Your device fulfils the most varied requirements for private use or in your office and business everyday.

Your machine is sold with a free ink film inserted for a few test pages. You do not require a Plug'n'Print card for this ink film (= chip card with information on the ink film capacity).

In the telephone book of your machine, you can save entries with multiple numbers and collect multiple entries into groups. You can assign various ring tones to the entries.

You can assign short dial numbers to frequently dialled telephone numbers. You can load these numbers quickly with the short dial button and the number buttons.

The cordless telephone is provided with its own telephone book. With the cordless telephone you can send and read SMS messages (function is not supported in all countries and networks).

You can individually set ringer tones and notification tones, wallpaper and menu colours of the cordless telephone. Additional functions such as alarms, timer, birthday reminder or a room monitoring function are also available to you. You can register up to five cordless telephones with your device.

You can send fax messages in various resolutions to one or more recipients or a group. You can also poll faxes and offer documents for polling.

Five fax templates, which you can use, are stored in your device. With these templates you can quickly create, for example, a short fax note or an invitation.

Select the resolution for text and photo in order to copy documents with your machine. You can also create multiple copies.

You can send SMS messages from your machine if this service is activated for your telephone line (this function is not supported in all countries and networks). Received SMS messages can be managed with the extensive functions of the SMS menu.

Activate notification by SMS to receive an SMS message, for instance on your mobile phone, when calls, fax transmissions or other messages arrive in your absence (this function is not supported in all countries and networks).

If you want, your device can print Sudoku puzzles in four different difficulty levels with solution.

We hope you enjoy your machine and its many functions!

#### About this User Manual

With the installation guide on the following pages, you can start using your machine quickly and easily. Detailed descriptions can be found in the following sections of this user manual.

Read the entire user manual carefully. Follow all safety instructions in order to ensure proper operation of your machine. The manufacturer accepts no liability if these instructions are not followed.

Multiple models of this machine series are described in this user manual. Please note that many functions are only available with specific models.

#### Symbols Used



Warns about dangers for people, damage to the machine or other objects as well as possible loss of data. Injuries or damage can result from improper handling.



This symbol designates tips that will help you to use your machine more effectively and easily.

## Installation guide

## Contained in the packing

- 1 Device
- 2 Paper tray
- **3** Power cord with plug (country-specific)
- **4** Telephone cord with plug (country-specific)
- **5** Additional document holder
- 6 Charging station
- **7** Three batteries
- 8 Cordless telephone

User manual with installation guide (not depicted)



If one of the parts is missing or damaged, please contact your retailer or our customer service.

## Opening the cover

Pull down the cover for paper and document feeder behind the panel.



## Attaching paper tray

If you just want to insert paper temporarily, fold the paper support in the cover up (**A**). You can remove the paper after receiving fax or copying and close the cover again.

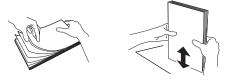
If you constantly require paper in the device, insert the paper tray in the opening provided for it behind the paper feed  $(\mathbf{B})$ .



## Inserting paper

Before you can receive or copy documents, you must insert paper. Please use only suitable paper in the standard format  $\bf A4~(210\times297~millimetre\cdot preferably~80~g/m^2)$ . Observe the information in the technical data.

Separate the paper sheets by fanning them out, then align them by tapping edge of the stack lightly against a flat surface. This will prevent several sheets of paper from being drawn in all at once.

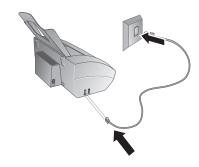


- I Fold open the lever on the right beside the paper feed towards front.
- 2 Insert paper in the paper feeder. You can use the paper support in the cover to load up to 15 sheets (A4 · 80 g/m²). In the paper tray you can insert maximum 50 sheets (A4 · 80 g/m²).
- **3** Fold open the lever on the right beside the paper feed backward in order to enclose the paper.



## **Connecting the Telephone Cord**

Connect the telephone cord to the device by inserting it in the socket designated with **LINE** (RJ-11-Connector). Insert the telephone plug into your telephone connection socket.



If you connect your device as extension to a telephone system, you must set it for working as an extension (also see Chapter "Telephone connections and additional devices, page 35).

#### Ireland

When connecting to the telephone line socket, use only a **two-pin** RJ-11-telephone cable (modular plug). The use of a four-pin cable may lead to the machine not functioning correctly.

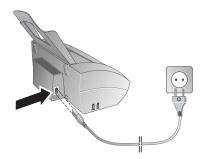
## **Connecting the Power Cord**



Check whether the power type of your machine (indicated on the type plate) matches the power type available at the setup location.

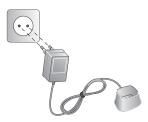
## Connecting power cord of the device

Insert the power cable into the connection located on the rear side of the machine. Connect the power cable to the electrical socket.



## Connecting the power cord of the charging station

Connect the mains cable of the charging station to the electrical socket.



#### Initial installation

After you connect your device to the mains, the initial installation commences. Press 1. Your device prints a help page.

#### Selecting the Language

- I Use △/▼ to select the desired display language.
- 2 Confirm with OK.

#### Selecting the Country



Always set the country in which you are operating to the machine. Otherwise, your machine is not adapted to the telephone network. If your country is not included in the list, you must select a different setting and use the correct telephone cable for the country. Consult your retailer.

- I Use ♣/▼ to select the country in which you are operating the machine.
- 2 Confirm with OK.

After this input, the machine prints another help page and checks the telephone line.

## **Entering Your Number**

Your name and number are added together with date, time and page number at the top edge of each fax transmission (= header).

- I Enter your number. Using (#) or (★) you can enter a plus sign.
- 2 Confirm using **OK**.

#### **Entering name**

I Enter the name using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using 

Press CTRL and the respective letter key to enter the special character printed on it.

You can move the cursor with  $4/\blacktriangledown$ . You can delete individual characters with  $\mathbf{C}$ .

#### 2 Confirm using **OK**.

After entering the device prints an overview of the functions.

#### **Entering the Time and Date**

- I Enter the time, for example ① ④ ⑩ ⑩ for 2 o'clock p.m.
- 2 Enter the date (two digits for each field), for example
  ① ③ ① ⑥ ① ⑦ for June 8th, 2007.
- Confirm with OK.

You can restart the initial installation process any time. Press  $\overline{1}$  and  $\overline{2}$ .

## Inserting batteries in cordless telephone

I Insert the new batteries in the battery compartment with the positive and negative poles as shown in the picture in the battery compartment.



**Never** use non-rechargeable batteries in the cordless telephone. Follow the specifications in the technical data.



- 2 Place the cover on the battery compartment and slide it upward until it snaps into place.
- **3** Place the cordless telephone into the charging station.
  - Never place the cordless telephone into the charging station without batteries.



Leave the cordless telephone in the charging station for at least twelve hours. The batteries will heat up slightly during charging; this is not dangerous.

## Putting cordless telephone in operation

Press the green button for at least two seconds for switching on your cordless telephone.

Normally your cordless telephone is registered with your device in the factory. In the starting mode, press **OK**. The display shows on which base unit and with which number the cordless telephone is registered.

If you acquired a model with several cordless telephones, only one cordless telephone is registered with your device in the factory. Insert the batteries as described above and register the cordless telephones with your device (also see Chapter "Telephone connections and additional devices", page 35).

## **Overview**

#### **Overview of the Menu Functions**

The following functions are available on your device. There are two ways in which you can call functions:

Navigating in the menu: Press OK or one of the two arrow keys ♣/▼ to open the function menu. Page through ♣/▼ menu entries. Use OK to select a function. Press C to return to the previous menu level. Press O to close the menu and return to the starting mode.

**Calling functions directly:** You can call a menu function directly using the function number. Press **OK** and enter the appropriate function number using the numeric keypad. Confirm using **OK**. You will find the function number in the following list.

Press i and 6 to print a list of all functions and settings of your device.

### I Telephone Book

11	Looking up an entrypage 14	4
	New entrypage 14	
13	Creating groupspage 1-	4
14	Short diallingpage 1	5
1)(5)	Modifying an entrypage 1-	4
16	Deleting entriespage 14	4
10	Printing entriespage 3	1
2 Ca	lls	
21	Received callspage 2	1
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	Fax journalpage 3:	
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4 Mi	scellaneous	
41	Call logpage 3	1
43	Fax templatespage 2	3
44	Contrastpage 3	0
45	Service codepage 4	2
46	Ink film stockpage 3	9
47	Firmware versionpage 3	2

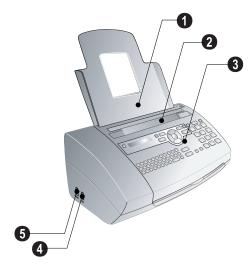
48 Sudoku ......page 29

#### 5 Fax Switch

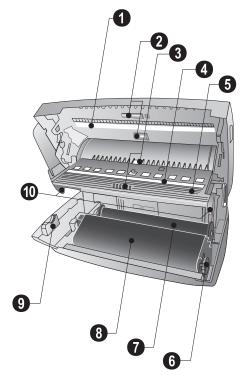
(5) 1) Day	page 31
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## **Machine Overview**

- 1 Paper tray
- 2 Document feeder (writing facing up)
- 3 Panel with display
- **4 EXT** socket—connection socket for additional devices
- **5 LINE** socket—connection socket for telephone cable



- 1 Scanner
- 2 Rollers of the automatic document feeder
- 3 Rests of the intake rollers
- 4 Document guide / scanner film
- **5** Cover for scanner and automatic document feeder
- **6** Toothed wheel for tightening the ink film
- Ink film roll in the rear ink film compartment
- 3 Ink film roll in the front ink film compartment
- 9 Slot for the Plug'n'Print card
- **1** Locks for the cover of the scanner and automatic document feeder



## Cordless telephone panel

#### **Monochrome Dect**

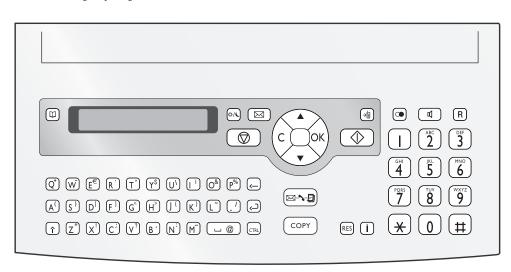


- •—Programmable button (the saved function appears on the display)
- ••—Programmable button (the saved function appears on the display) / calling options / confirming selection
- ~/CO—Press briefly: Place calls / receives calls / hands free / press and hold: Redialling / switching on cordless telephones
- Press briefly: Ending calls / aborting menu functions / press and hold: switching off cordless telephone
- ☐—Press briefly: Calling up the telephone book from the device / hold pressed: Calling the telephone book of the cordless telephone
- —Calling the SMS menu (function is not supported in all countries and networks)
- ▲/▼—Calling the menu functions / navigation within the menu / selecting options / moving the curser / adjusting the volume level
- **C**—Returning to the previous menu level /deleting individual digits
- **OK**—Calling the menu functions/ confirming input
- \*/---Press and hold: Turning keypad lock on/off
- ①—Inputting special characters
- **R**—Switching between calls (= call hold)
- →1 —Forwarding a call to the device or to other cordless telephones

#### **Panel**

- ☐—Press briefly: Calling up the telephone book entries. Selecting the entries with the △/▼ / press and hold: saving new entries
- **☆/(**—Setting the timer and the fax reception modes (= fax switch). Modes set on the display **\*** (day), **(** (night). Activated timer also with **®**
- —Calling the SMS menu (function is not supported in all countries and networks)
- 0-9 (model dependent)—Press briefly: Recalling short dial numbers. Selecting the entries with the ⁴/▼ or numeric keys / press and hold: Assigning short dial entry
- → (model dependent)—Locating cordless phones (all registered cordless phones start ringing)
- **C**—Return to the previous menu level / press briefly: deleting individual characters / press and hold: deleting complete input
- ▲/▼—Calling the menu functions / navigation within the menu / selecting options / moving the curser / adjusting the volume level
- **OK**—Calling the menu functions/ confirming input
- $\Phi$ —Press briefly: Starting transmission of messages / press and hold: Starting fax polling

- Letter keypad—Entering characters. Entering capital letters by pressing and holding ↑ button. Deleting using ←. Entering a break using ←<sup>3</sup>. Entering a space using □ · Entering special characters by pressing and holding CTRL button.
- □ Lights up, if new messages are received / list of the new messages with submenus / blinks in the case of device error (for example no ink film)
- **COPY**—Press briefly: creating a copy / press and hold: creating multiple copies
- **RES**—Setting higher resolution for faxes and copying (RESOL.: STANDARD, RESOL.: FINE, RESOL.: PHOTO)
- [i]—Press briefly: Printing help pages and setting lists / press and hold: Starting initial installation process
- Press briefly: List of the last ten numbers dialled (= redialling list) / press and hold: List of last ten callers (caller list)
- —Listening while connection is established
- **R**—Inserting a dialling pause / inserting outside line access code
- Numeric keys—Entering digits / press and hold: Recalling short dial numbers



## General Safety Information

Your machine has been tested in conformity with standards EN 60950-1 and IEC 60950-1 and should only be operated with telephone networks and power systems that meet these standards. The machine was built exclusively for use in the indicated sales region.

Do not make any changes or settings that are not described in this user manual.

#### Setting Up the Machine

The machine should rest securely on a stabile, flat surface. If the machine should fall, it can be damaged or cause injury to people, especially small children. The distance between the machine and other devices or objects must be at least 15 centimetres; this also applies to the use of additional cordless telephones. Do not place the machine in the vicinity of radios or televisions. Position all cables in such a way that no one will stumble on them, thus avoiding possible injuries to persons or damage to the machine itself.

Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

Protect the machine against direct sunlight, heat, large temperature fluctuations and moisture. Do not place the machine in the vicinity of heaters or air conditioners. Observe the information on temperature and humidity in the technical data.

The machine must have sufficient ventilation and may not be covered. Do not put your machine in closed cabinets or boxes. Do not place the machine on soft surfaces such as tablecloths or carpets and do not cover the ventilation slits. Otherwise, the machine can overheat and carch on fire.

In the event that the machine becomes too hot, or if you see smoke coming from the device, you must immediately pull the power cable out of the power socket. Have your machine examined by trained professionals at a technical service location. To prevent the spread of fire, open flames should be kept away from the machine.

Do not plug in the machine in moist rooms. Never touch the power plug, power connection or the telephone socket with wet hands.

Do not allow liquids to enter into the machine. Disconnect the machine from the power socket if liquids or foreign objects have entered the machine and have your machine examined by trained professionals at a technical service location.

Do not allow children to handle the machine without supervision. The packing materials should be kept out of the hands of children.

Caution, metallic objects may be retained if placed near or on the handset receiver.

#### **Power Supply**

Check whether the power type of your machine (indicated on the type plate) matches the power type available at the setup location. Use only the power and telephones cables supplied.

Set up your machine so that the power socket is easily accessible. The machine does not have an on/off button. In an emergency, disconnect your machine from the power supply by pulling the power plug.

Never touch the power or telephone cable if the insulation is damaged.

Disconnect your machine from the power and telephone networks during an electrical storm. If this is not possible, do not use the machine during an electrical storm.

Before cleaning the surface of your machine, disconnect it from the power and telephone networks. Never use liquid, gaseous or easily flammable cleansers (sprays, abrasives, polishes, alcohol).

Only clean the display with a dry, soft cloth. If the display breaks, a mildly corrosive liquid may escape. Avoid all contact with your skin and eyes.

In the event of a power failure, your machine will not function; saved data is retained.

#### Repairs

Should disruptions occur, follow the instructions on the display and on the error report.

Do not make any repairs to the machine yourself. Improper maintenance can result in injuries or damage to the machine. Only have your device repaired by an authorised service centre.

Do not remove the type plate from your machine; this would void the warranty.

#### Consumable Materials

Use only original consumable materials. These are available from a specialised retailer or through our order service. Other consumable materials could damage the machine or shorten its service life.

Dispose of old consumable materials according to the waste regulations of your country.

#### **Cordless Telephone**

Never place the cordless telephone in the charging station without rechargeable batteries or with non-rechargeable batteries.

Do not install or use your cordless telephone in a damp environment. Never touch the cordless telephone with wet hands.

The functioning of security systems, medical equipment or sensitive devices can be disrupted by the transmission power of the cordless telephone. Observe any usage regulations (or restrictions) in the vicinity of such equipment.

The batteries used must be disposed of according to the recycling regulations of your country.

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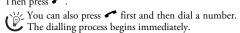
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## I Telephone functions

For information on how to connect additional cordless telephones and another device and which functions are available to you, please refer the chapter on Telephone Connections and additional devices, Page 35.

## Putting a call from cordless telephone

Dial the desired number. There are several ways to do this: Then press .



If you receive a call on the cordless telephone and hear that it is a fax call (whistling tone or silence), you can start the fax reception on the device. Press either  $\Phi$  on the device or  $\mathfrak{G}$  on the cordless telephone.

**Manual dialling:** Dial the desired number using the numeric keypad.

#### Telephone book of the cordless telephone:

- I Long press 
  ☐ (at least two seconds).
- 2 Select an entry using △/▼. Enter the starting letters with the numeric keypad to quickly navigate through the telephone book.

If you have added an additional number to an entry, this entry appears twice in the telephone book. The symbol of the category appears before the name.

#### Telephone book of the device

- I Press □.
- 2 Select an entry using △/▼. Enter the starting letters with the numeric keypad to quickly navigate through the telephone book.

**Redial list** Press and hold **(** (at least two seconds). Using **△**/**v** dial an entry from the list of the dialled numbers.

#### Caller List:

- I Press ♠/▼, and using ♠/▼ select CALLS.
- 2 Confirm with OK.
- 3 Using <sup>≜</sup>/▼, select from which list you would like to dial a number.
- 4 Confirm with **OK**.
- **5** Select the desired number using  $\Phi/\Psi$ .

You can adjust the volume level of the speaker on the cordless telephone using △/▼ even during a call.

#### Looking up numbers

During a call, you can look up the telephone book entries.

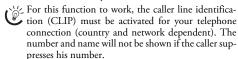
- I During a call, press ●● Menu.
- 2 Dial using **△/**▼ PHONEBOOK.
- **3** Using **△**/**v**, dial the desired entry.

Press • Return to go back to the previous menu level.

#### Other telephone calls

## (Function is not supported in all countries and networks)

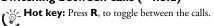
During a call, you can be informed about another call by a notification tone (= call waiting) Contact your telephone company to inquire about whether or not this additional function is available for your line.



#### Receiving a second call

During a call, press •• ACCEPT to accept the new call.

#### Switching between calls (= hold)



- I During a call, press ●● Menu.
- 2 Using A/▼ select SWITCH.
- 3 Confirm with OK.

#### Making a second call

Hot key: Press •, and dial the other number.

- I During a call, press ●● Menu.
- 2 Dial using A/▼ SECOND CALL.
- **3** Enter the desired number using the numeric keypad.
- 4 Press ●● Call.

Hot key: Press • and ①, to end the call and to activate the call on hold.

#### Hands-free

This function is not available if the battery charge of the cordless telephone is low. Place the cordless telephone into the charging station.

#### Switching on hands-free

- I During a call, press ●● Menu.
- 2 Using **A**/▼ select Deact..
- 3 Confirm with OK.

#### Switching off hands-free

- I Select Deact. again.
- 2 Press ●● Deact..
- You can switch the hands-free mode on and off by pressing  $\frown$  button during a telephone call.

## Forwarding a call

- This function is available only if you have registered several cordless telephones with your device and the telephones are within the range of the machine.
- I During a call, press ●● Menu.
- 2 Using A/▼ select CALL TRANSFER.
- 3 Confirm using OK.
- 4 Select the cordless telephone to which you would like to transfer the call using <sup>▲</sup>/▼.
- 5 Confirm using OK.
- 6 Press -, to hang up.

#### Getting back the telephone call

You can get a transmitted telephone call back, before the cordless telephone is picked up.

- I Press ●● Menu.
- 2 Using A/▼ select HANGING UP.
- 3 Confirm using OK.

### Placing internal calls

- This function is available only if you have registered several cordless telephones with your device and the telephones are within the range of the machine.
- I In the starting mode, press → 1.
- Using ▲/▼ dial the cordless telephone you would like to call.
- 3 Press ●● Call.

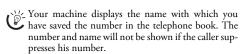
## Calling Line Identification (CLIP)

#### (country and network dependent)

The number of the caller appears on the display of the device and the cordless telephone. For this function to work, the caller line identification (CLIP – Caller Line Identification Presentation) must be activated for your telephone connection. Enquire with your telephone company. Caller identification may be associated with a fee.

If the caller line identification does not work even though the function is activated for your telephone connection, check if you have set the correct country (also see Chapter "Settings", Page 30)

#### Missed Calls



If you receive calls in your absence, a message appears on the display of the cordless telephone.

- I Press OK.
- 2 Using ♠/▼, you can page through the list of missed calls.
- 3 Press , to go back.

## 2 Telephone book of the device

Press [] and ③ to print an overview of the telephone book functions.

In the telephone book of your machine, you can save entries with multiple numbers and collect multiple entries into groups. You can assign various ring tones to the entries. Observe the information in the technical data.

You can move the cursor using ♣/▼. Use ℂ to delete individual digits. Press ◐ to close the menu and to return to the starting mode.

## Saving entry

- Press and hold □ (at least two seconds).
  - You can also load the function by pressing **OK**, ①② and **OK**.
- 2 Enter the name using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using □. Press CTRL and the respective letter key to enter the special character printed on it.
  - You can move the cursor with  $\P$ . You can delete individual characters with  $\mathbf{C}$ .
- 3 Confirm using OK.
- 4 Using <sup>★</sup>/▼, select the category for which you would like to enter a number: CATEGORY: HOME, CATEGO-RY: WORK, CATEGORY: MOBILE or CATEGO-RY: FAX.
- 5 Confirm using **OK**.
- **6** Enter the telephone number.
- 7 Confirm using OK.
- 8 You can assign a ring tone to the number. Using the numeric keys from ① to ③, select a ringer tone. Using △/▼ you can set the volume.
- **9** Confirm using **OK**. The entry is saved.

## **Editing an Entry**

- I Press OK, ①⑤ and OK.
- 2 Using △/▼ select the entry which you would like to edit.
- 3 Confirm using OK
- **4** Edit the name.
- Confirm using OK.
- **6** Using **△/**▼ select the number you would like to enter.
- **7** Confirm using **OK**.
- 8 Edit the number.
- 9 Confirm using OK.
- 10 You can assign a ring tone to the number. Using the numeric keys to select a ring tone. Using ▼, set the volume.
- II Confirm using **OK**

## **Deleting an Entry**

- I Press **OK**, (1)(6) and **OK**.
- 2 Use ▲/▼ to select the entry you would like to delete.
- 3 Confirm with OK.
- 4 Confirm DELETE: YES with OK.

## **Groups**

You can combine several telephone book entries into a group. A message is sent to all members of this group in succession.

### **Adding Group Entries**

- I Press **OK**, ①3 and **OK**.
- 2 Use ⁴/▼ to select the group you would like to create.
- 3 Confirm with OK. You can add entries to the group, display the members of the group, delete the group or send a fax to the group.
- 4 Use A/▼ to select ADD MEMBER?.
- 5 Use △/▼ to select the entry you would like to add to the group.
- 6 Confirm with OK.
- 7 Repeat steps 4 to 6 to add additional entries to the group.
- **8** Press **o** to end the input.

#### **Displaying Group Entries**

- I Press **OK**, ①③ and **OK**.
- 2 Use ⁴/▼ to select the group you would like to display.
- Confirm with OK.
- 4 Use **A**/▼ to select VIEW MEMBERS?.
- 5 Confirm with OK.
- 6 Page through the entries of the group with △/▼.
- **7** Press **O** twice to return to the starting mode.

#### **Deleting Individual or All Group Entries**

#### **Deleting an Individual Entry**

- I Press **OK**, ①③ and **OK**.
- Using ♣/▼ select the group from which you would like to delete entries.
- Confirm with OK.
- 4 Select using A/▼ DELETE MEMBER?.
- 5 Confirm with OK.
- 6 Using ♠/▼ select the entry which you would like to de-
- 7 Confirm with OK.
- 8 Select using **△/▼** DELETE: YES.
- **9** Confirm with **OK**. The entry is deleted.

#### **Deleting a Group**

- I Press **OK**, ①③ and **OK**.
- **2** Use  $\Phi/\Psi$  to select the group you would like to delete.
- 3 Confirm with OK.
- 4 Use **△/▼** to select DELETE MEMBER?.
- **5** Confirm twice with **OK**.
- 6 Use **△/▼** to select DELETE: ALL.
- 7 Confirm with **OK**. All entries in the group are deleted.

#### **Short Dial**

You can assign frequently dialled numbers to short dialling numbers. These numeric keys help you to call these numbers quickly.

#### Assigning or Changing a Short Dial Entry

- I Press **OK**, **1 4** and **OK**.
- 2 Using <sup>4</sup>/v or the relevant numeric key select the short dialling number, which you would like to reserve or modify.
  - If you select a short dial number that is already assigned, the entry is overwritten.
- 3 Confirm using OK.
- 4 Using ♠/▼ select the telephone book entry which you would like to assign to this short dial entry.
- 5 Confirm using **OK**.

#### **Deleting a Short Dial Entry**

This function not only deletes the short dial entry, it also deletes the entire entry from the telephone book. Overwrite the short dial entry if you would like to change the assignment.

- I Press **OK**, **1 4** and **OK**.
- 2 Using △/▼ or the relevant numeric key, select the entry which you would like to delete.
- 3 Press C.
- 4 Confirm the deletion with **OK**.

# 3 Telephone book of the cordless telephone

All functions for the telephone book of the device are not available to you on the cordless telephone.

Use **C** to delete individual characters. Press — to close the menu and return to the starting mode.

## Saving entry

You can add entries to the telephone book of the cordless telephone only.

- I Long press 
  ☐ (at least two seconds).
- 2 Using A/▼ select <New>.
- 3 Enter the name. You can enter characters using the numeric keys (see button labels) Enter special characters using ① or ① Press and hold the respective key or press it several times until the desired character appears on the display.
- 4 Confirm with OK.
- **5** Enter the telephone number.
- 6 Confirm with OK.
- 7 Using ▲/▼, select the category for which you would like to enter a number: HOME, WORK, MOBILE or FAX.
- 8 Confirm with OK.

## **Editing entry**

You can edit the entries on the cordless telephone only.

- I Long press ☐ (at least two seconds).
- 2 Using △/▼ select the entry which you would like to edit.
- 3 Press ●● Option.
- 4 Using A/▼ select EDIT ENTRY.
- 5 Confirm with OK.
- **6** Modify the name. Use **C** to delete individual characters
- Confirm with OK.
- 8 Modify the number.
- Confirm with OK.
- 10 Select a category using ▲/▼.
- II Confirm with OK.

## **Deleting an entry**

- I Long press ☐ (at least two seconds).
- Using <sup>▲</sup>/▼ select the entry which you would like to delete.
- 3 Press ●● Option.
- 4 Select using **△/▼** DELETE ENTRY.
- 5 Confirm with OK.
- 6 Confirm the deletion with ●● Yes.

## Adding an additional number

- If you have added an additional number to an entry, this entry appears twice in the telephone book. The symbol of the category appears before the name.
- I Long press 
  ☐ (at least two seconds).
- 2 Using △/▼ select the entry which you would like to edit.
- 3 Press ●● Option.
- 4 Select using **▲/**▼ ADD NUMBER.
- 5 Confirm with OK.
- **6** Enter the additional number.
- Confirm with OK.
- 8 Select a category using **△**/**▼**.
- Confirm with OK.

## Changing the ringer tone

You can assign a separate ring tone to each entry. In this way you can distinguish between business and personal calls.

- For this function to work, the caller line identification (CLIP) must be activated for your telephone connection (country and network dependent). The number and name will not be shown if the caller suppresses his number.
- I Long press ☐ (at least two seconds).
- 2 Using △/▼ select the entry which you would like to edit.
- 3 Press ●● Option.
- 4 Using 4/▼ select RINGER TYPE.
- 5 Confirm with OK.
- 6 Select the desired ring tone using <sup>▲</sup>/▼.
- 7 Confirm with OK.

## **Calling options**

#### Telephone book entries on the device

- I Press □.
- 2 Select the desired entry using △/▼.
- 3 Press ●● Option.
- 4 Select the desired option using △√v. You can have the details of the entry displayed, call the number, send an SMS to the number or search for some other entry.
- 5 Confirm with OK.

## Telephone book entries of the cordless telephone

- I Long press ☐ (at least two seconds).
- 2 Select the desired entry using △/▼.
- 3 Press ●● Option.
- 4 Select the desired option using △√v. You can have the details of the entry displayed, call the number, send an SMS to the number, edit or delete the entry, assign a special ring tone or add an additional number to the entry, search for some other entry or save a new entry.
- 5 Confirm with OK.

## 4 Cordless telephone

(Model-dependent)

## Looking for cordless telephone

This function helps you in locating cordless telephones, which you have misplaced. For this purpose the cordless telephones must be registered with the device and must be within its range.

Press 🖆 on the device. All cordless telephones registered with the machine ring for approx. one minute.

You can also call the function by pressing **OK**, **®**① and **OK**.

## Switching on and off

You can switch your cordless telephone off to save power. Press and hold — (at least two seconds) for switching off the cordless telephone. Press and hold — (at least two seconds) for switching on the cordless telephone.

## Navigating in the menu

Press one of the two arrow keys ▲/▼ to open the function menu. Page through menu entries using ▲/▼. Use OK to select a function. Press C to return to the previous menu level. Press to close the menu and return to the starting mode.

## **Keypad lock**

- I Press ♣/▼, and using ♣/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Using **△/**▼ select SECURITY.
- 4 Confirm using OK.
- 5 Using △/▼ select KEYPAD LOCK.
- 6 Confirm using OK.
- Using ●● select Yes to switch on the function. Using
   select No to switch off the function.

## Activating emergency call number

Using this function you can save a number as an emergency call number. If the emergency call function is activated, the number is dialled as soon as 
is pressed. You can dial and call other telephone numbers with the numeric keypad.

It is recommended not to save any actual emergency call number (e.g. police or fire brigade) with this function, so that you do not accidentally call this emergency call number.

- I Press ♣/▼, and using ♣/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Using A/▼ select SECURITY.

- Confirm using OK.
- 5 Dial using A/▼ EMERGENCY.
- 6 Confirm using OK.
- 7 Press EDIT ENTRY.
- 8 Using <sup>★</sup>/▼ select ACTIVATE to switch on the function. Using <sup>★</sup>/▼ select DEACTIVATE to switch off the function.
- 9 Confirm using OK.

When you activate the function for the first time, you must enter a number. This number remains stored.

#### Modifying the emergency call number

- I Press ♣/▼, and using ♣/▼ select SETTINGS.
- Confirm using OK.
- 3 Using A/▼ select SECURITY.
- 4 Confirm using OK.
- 5 Dial using **△/**▼ EMERGENCY.
- 6 Confirm using **OK**.
- 7 Press EDIT ENTRY.
- 8 Using **△/**▼ select CHANGE NO.
- Confirm using OK.
- **I 0** Enter the telephone number.
- II Confirm using OK.

#### Additional functions

If you place a call at a preset alarm time, the cordless telephone rings after the call is terminated.

Press **C** to return to the previous menu level. Press **-** to close the menu and return to the starting mode.

#### Alarm

The cordless telephone rings each day at the set time with the selected ringer tone. Press any key to put off the alarm. If you would like to completely switch off the alarm, you must deactivate the function.

#### Setting the wake-up alarm

- Press ♣/▼, and using ♣/▼ select ACCESSORIES.
- Confirm with OK.
- 3 Using A/▼ select ALARM.
- 4 Confirm with OK.
- 5 Press EDIT ENTRY.
- 6 Using A/▼ select RINGER TYPE.
- 7 Confirm with OK.
- 8 Select the desired ring tone using △/▼.
- 9 Confirm with OK.
- **10** Using **△/v**, set the volume.
- II Confirm with OK.
- 12 Using **△/**▼ select **SET TIME**.
- 13 Confirm with OK.

- 14 Enter the time at which you would like to be woken up, e.g. ①⑦①① for 7 o'clock.
- 15 Confirm with OK.
- 16 Confirm with **OK** to switch on the alarm.

#### Deactivating the alarm clock

- I Press ♣/▼, and using ▲/▼ select ACCESSORIES.
- 2 Confirm with OK.
- 3 Using **△/**▼ select ALARM.
- 4 Confirm with OK.
- 5 Press EDIT ENTRY.
- 6 Using A/▼ select DEACTIVATE.
- Confirm with OK.

#### Timer

Using the Timer function (countdown alarm) you can enter a time, after which the cordless telephone rings. You can set whether the remaining time should be shown on the display. Press any key to put off the alarm.

While the timer is running, you can talk on the phone without the timer interrupting your call.

#### Setting the timer

- I Press ♣/▼, and using ♣/▼ select ACCESSORIES.
- 2 Confirm with OK.
- 3 Using **△/**▼ select TIMER.
- 4 Confirm with OK.
- 5 Press EDIT ENTRY.
- 6 Using A/▼ select SET DURATION.
- 7 Confirm with OK.
- **8** Enter the minutes (max. 99 minutes).
- 9 Confirm with OK.
- 10 Using **△/**▼ select VIEW.
- II Confirm with **OK**.
- 12 Using ●● select Yes to switch on the function. Using• select No to switch off the function.
- 13 Using △/▼ select RINGER TYPE.
- 14 Confirm with OK.
- 15 Select the desired ring tone using △/▼.
- 16 Confirm with OK.
- **17** Using **△**/**▼**, set the volume.
- 18 Confirm with OK.
- **19** Press Return after carrying out all the settings.
- 20 Press •• Start to start the timer.

#### Modifying the time

Before you can modify the timer settings, you must switch off the current timer.

- I Press Stop.
- 2 You will be asked, whether you would like to switch off the timer. Confirm with ●● Yes.

You can now access the timer menu and modify settings.

#### Birthday reminder

Using the birthday reminder you can enter the dates for up to ten birthdays. The cordless telephone rings at the entered time on the entered date. Press any key to put off the alarm.

#### **Entering birthday**

- I Press ♠/▼, and using ♠/▼ select ACCESSORIES.
- 2 Confirm with OK.
- 3 Dial using A/▼ BIRTHDAY.
- 4 Confirm using OK.
- 5 Dial using A/▼ <New>.
- 6 Confirm using OK.
- 7 Enter the name.
- 8 Confirm using OK.
- 9 Enter the birth day, e.g. ① ⑧ ① ⑥ for 8th June.
- **I0** Confirm using **OK**.
- II Enter the time, e.g. ①④ ①① for 2 pm.
- 12 Confirm using OK.

#### Displaying birthday

- I Press △/▼, and using △/▼ select ACCESSORIES.
- Confirm with OK.
- 3 Dial using A/▼ BIRTHDAY.
- 4 Confirm using **OK**.
- 5 Using ♠/▼ select the entry which you would like to be displayed.
- 6 Confirm using OK. Name, date and time of the birthday reminder are displayed.
- **7** End the function using —.

#### Modifying a birthday

- I Press △/▼, and using △/▼ select ACCESSORIES.
- Confirm with OK.
- 3 Dial using A/▼ BIRTHDAY.
- 4 Confirm using **OK**.
- 5 Using <sup>≜</sup>/▼ select the entry which you would like to modify.
- 6 Press ●● Option.
- 7 Using **△/▼** select EDIT ENTRY.
- 8 Confirm with OK.
- **9** Modify the name. Use **C** to delete individual characters
- 10 Confirm with OK.
- II Modify the date.
- 12 Confirm with OK.
- 13 Modify the time.
- 14 Confirm with OK.

#### Deleting a birthday

- I Press ♣/▼, and using ♣/▼ select ACCESSORIES.
- Confirm with OK.
- 3 Dial using A/▼ BIRTHDAY.
- Confirm using OK.
- 5 Using △/▼ select the entry which you would like to delete.
- 6 Press ●● Option.
- 7 Dial using A/▼ DELETE ENTRY.
- 8 Confirm using OK.
- 9 Confirm the deletion with ●● Yes.

#### Changing the ringer tone

You can assign a separate ring tone to each birthday reminder.

- I Press ▲/▼, and using ▲/▼ select ACCESSORIES.
- 2 Confirm with OK.
- 3 Dial using A/▼ BIRTHDAY.
- 4 Confirm using OK.
- 5 Using ♣/▼ select the entry to which you would like to assign a new ring tone.
- 6 Press ●● Option.
- 7 Using **△**/▼ select RINGER TYPE.
- 8 Confirm with OK.
- 9 Select the desired ring tone using ▲/▼.
- 10 Confirm with OK.
- II Using **△/v**, set the volume.
- 12 Confirm with OK.

#### **Acoustic room monitoring**

This function is available only if you have registered several cordless telephones with your device and the telephones are within the range of the machine.

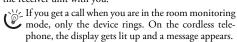
With this function you can acoustically "monitor" a room (for example, a children's bedroom).

#### Setting up room monitoring

Set up the room monitoring on the receiver unit first.

- I On the receiver unit, press ♠/▼, and using ♠/▼ select ACCESSORIES.
- 2 Confirm using OK.
- 3 Using ▲/▼ select ROOM MONITOR...
- 4 Confirm using OK.
- 5 Using ⁴/▼ select the transmitting cordless telephone.
- 6 Press ●● Call.
- 7 The transmitting unit starts ringing. Press OK to accept the call.
- 8 Using ●● Yes activate the baby-phone function on the transmitting unit.

The cordless telephones are now connected to each other in the monitoring mode. Place the transmitting unit in the room which you would like to acoustically monitor. Keep the receiver unit with you.



#### Telephone calls during room monitoring

If you get a call when you are in the room monitoring mode, only the device rings. On the cordless telephone, the display gets lit up and a message appears.

- I Press ●● ACCEPT on the cordless telephone to accept the call.
- 2 Press to end the call. The cordless telephone returns to the room monitoring mode.

You can place a call when in the room monitoring mode.

- I Press •• Call and dial the desired number.
- 2 Press ro make the connection.
- **3** Press to end the call. The cordless telephone returns to the room monitoring mode.

#### **Ending room monitoring**

Press — on any one of the cordless telephones to end the room monitoring mode.

## 5 Fax



Press I and 4 to print the instructions for sending faxes and for fax switch settings.



Do not insert any documents into the machine that

- ... are wet, have been edited with correction fluid, are soiled or have a coated surface.
- ... are written on with a soft pencil, with paint, chalk or charcoal.
- ... originate from newspapers or magazines (printing ink).
- ... are held together with office or notebook staples or with tape or glue.
- ... are pasted with note papers.
- ... are creased, crumpled or torn.

Use documents with sizes **A5** or **A4** with 60 to 100 g/m<sup>2</sup> weight. You can insert **up to 10 documents** at a time.

Press **♥** to eject the documents without sending them.

## Sending fax

I Insert the additional document holder on the document feeder.



2 Insert the documents face up into the document feeder. The top most document will be fed in first.



- 3 Then configure the desired resolution. You can choose between RESOL.: STRNDARD (for documents without special features), RESOL.: FINE (for texts with small print or drawings) and RESOL.: PHOTO (for photos). Press RES. The configured resolution appears on the display. Press RES again to change the resolution.
  - You can adjust the default contrast (see also section Settings, page 30).
- **4** Dial the desired telephone number. There are multiple ways to do this.
- 5 Press ◆.
- If the subscriber is busy, the device dials the number again after some time. Press ♥, in order to cancel the transmission process. After the transmission, the machine prints out a transmission report depending on the settings.

**Manual dialling:** Dial the desired telephone number with the number pad.

#### Telephone book:

- I Press □
  - You can also load telephone book entries by pressing **OK**, ①① and **OK**.
- 2 Use ▲/▼ to select an entry. Enter the initial letters with the number buttons to navigate more quickly in the telephone book.
  - You can save an entry multiple times with the same name but in a different category. In the telephone book, the first letter of the category appears after the entry.

**Short dial:** Press <u>0-9</u>. Select the desired entry with △/▼ or the number button.

You can also load short dial entries by holding the respective number button pressed (for at least two seconds).

**Redial list:** Press **.** Use **▲/v** to select an entry from the list of dialled numbers.

You can also load the redial list by pressing  $\mathbf{OK}$ ,  $\mathbf{OK}$  and  $\mathbf{OK}$ .

You can also load the caller list by pressing **OK**, **②** ① and **OK**.

For this function to work, the caller line identification (CLIP) must be activated for your telephone connection (country and network dependent). The number and name will not be shown if the caller suppresses his number.

## Manually Sending a Fax

- I Insert the document.
- 2 Press ♥.
- 3 Enter the desired telephone number with the number pad or select a saved entry.
- 4 Press ♦.

## **Broadcasting**

You can send one fax to multiple recipients in succession.

#### **Entering Recipients Individually**

- I Insert the document.
- 2 Press OK. (3)(4) and OK. The document is scanned.
- **3** Enter the desired telephone number with the number pad or select a saved entry.
- 4 Confirm with **OK**.
- **5** Enter the additional telephone numbers.
- **6** Confirm with **OK**. You can enter up to 25 recipients.
- 7 Press ◆. The machine sends the fax message to all recipients in succession.

#### Sending a Fax to a Group

- I Insert the document.
- 2 Press **OK**. (1)(3) and **OK**.
- 3 Use **△/v** to select the group to which you would like to send a fax.
- 4 Confirm with OK.
- 5 Use **△/v** to select SEND FAX?.
- 6 Confirm with OK.
- If your machine cannot reach a recipient, the fax message is sent to the other recipients. After the machine has called all recipients, it once again dials the numbers that previously could not be reached.

## **Delayed Fax Transmission**

If you would like to make use of the lower telephone tariffs or if the recipient can be reached at some specific time only, you can send the fax at a later time - within 24 hours.

- Insert the document.
- 2 Press **OK**, **3**(**3**) and **OK**.
- 3 Enter the time, at which the document should be transmitted, e.g. **14 00** for 2 pm.
- 4 Confirm using OK.
- **5** Enter the desired telephone number with the number pad or select a saved entry.
- 6 Selecting a saved entry: Confirm the selected entry using **OK**.
- 7 Press ◆. The device goes into standby mode and transmits the fax at the entered time. You can continue to place calls and receive faxes.

Press to eject the document. This interrupts the standby mode.

### **Receiving Faxes**

If you have not changed the factory settings, received faxes will be printed out immediately. If no paper or no ink film is inserted, the machine saves the incoming faxes. The button blinks. Once paper or a new ink film is inserted, the saved faxes are printed out.



Check whether you have inserted and clamped in the paper correctly. The lever on the right next to the paper feed mechanism must be pushed back.

If the message memory is full, no additional messages can be received. A warning appears on the display. Observe the information in the technical data.

If there are problems with printing out saved fax messages, a service code is available (see also section Service, page 42).

## Polling Faxes

With the fax polling function, you can retrieve faxes that lie ready in the dialled fax machine. You can also provide documents on your machine to be polled by others.

#### **Polling Faxes Directly**

- I Enter the desired telephone number with the number pad or select a saved entry.
  - If you would like to poll fax messages from an extension number or a sub-address, add this after the telephone number. After entry, press the number R then enter the extension number or sub-address. The second part of the number is only dialled once the connection with the main number has been established.
- 2 Hold ♦ pressed (for at least two seconds).

#### **Polling Secure Faxes**

With this function, you can poll faxes that are protected with a code.

- I Press **OK**, **3**① and **OK**.
- 2 Enter the code.
- Confirm with OK.
- **4** Enter the desired telephone number with the number pad or select a saved entry.
- 5 Press ◆.

#### Sending Faxes via Polling

Protect your document against unauthorised access with a code.

A caller who knows the code can poll the fax from your machine. You can continue to make telephone calls and receive faxes.

- I Insert the document.
- 2 Press **OK**, **3**(2) and **OK**.
- **3** Enter a code (max. 20 characters).
- 4 Confirm with OK.

Press to eject the document. This interrupts the standby mode.

## **Using Fax Templates**

Five fax templates, which you can use, are stored in your device. With these templates you can quickly create, for example, a short fax note or an invitation.

- I Press **OK**, **43** and **OK**.
- **2** Using  $\P$  select the template you would like to print.
- **3** Confirm using **OK**. The device prints the template.
- **4** Fill the template and send it to the desired recipient per fax.

## 6 Copier

Press i and 5 to print help for copying.

Use documents with sizes **A5** or **A4** with 60 to 100 g/m<sup>2</sup> weight. You can insert **up to 10 documents** at a time.

## Inserting the document

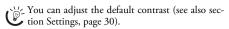
I Insert the additional document holder on the document feeder.



2 Insert the documents face up into the document feeder. The top most document will be fed in first.



3 Then configure the desired resolution. You can choose between RESOL.: STANDARD (for documents without special features), RESOL.: FINE (for texts with small print or drawings) and RESOL.: PHOTO (for photos). Press RES. The configured resolution appears on the display. Press RES again to change the resolution.



## **Creating a Copy**

Press COPY briefly. The copy is created.

## **Creating Multiple Copies**

- I Hold COPY pressed (for at least two seconds).
- **2** Enter the number of times you would like to copy the document (maximum of 15 copies).
- 3 Press COPY
- 4 Use △/▼ to select whether the document should be magnified or reduced in size when copied. You can magnify up to 200 percent or reduce to as small as 50 percent of the original size.
- **5** Confirm with **OK**. The copy is created.

Press **O** to eject the documents without copying them.

## SMS

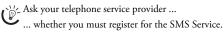
#### (Function is not supported in all countries and networks)

Press i and ® to print the instructions for SMS functions.

### SMS Requirements

Your device is preset for using the SMS (Short Messaging Service) services. Caller identification (CLIP) must be activated for the SMS to work. It is possible that you will not be able to send and receive SMS messages from a private branch exchange (depending on the country and network).

Should you face problems in sending SMS, the reason for the same could be at the son for the same could be that you are using a secret number or that the device is connected to an old ISDN System.



- ... to which mobile telephone service providers you can send SMS
- ... which costs are applicable.
- ... which functions are available.

## Sending SMS

#### On the device

I Press ⊠.

You can also load the function by pressing **OK**, **⑥**① and **OK**.

2 Enter the text using the letter keypad. Enter capital letters by pressing and holding ? button. You can delete individual characters using ←. You can enter a space using . You can enter a line break using . Press CTRL and the respective letter key to enter the special character printed on it.

You can enter 160 characters. Press **COPY** to print the SMS before sending it.

- The last five SMS messages written remain saved as templates. Press until the desired message appears.
- **3** Confirm using **OK**.
- 4 Enter the desired telephone number with the number pad or select a saved entry.
  - You can send an SMS message to up to five recipients. Press **OK** after entering the entry.
- **5** Press ⊠. The message is sent.

#### On the cordless telephone

#### Sending SMS

You can navigate within the text using  $\P$ . Use  $\P$  to delete individual characters. Press - to close the menu and return to the starting mode.

- I Press ⊠.
  - You can also call the function by pressing ♣/▼ and selecting using ♣/▼ 5M5. Confirm using **OK**.
- 2 Using A/▼ select SEND SMS.
- Confirm with OK.
- 4 Enter the text. You can enter characters using the numeric keys (see button labels) Enter special characters using 0 or #. Press and hold the respective key or press it several times until the desired character appears on the display. You can enter 160 characters.
  - Switch the keyboard to enter capital or small letters: Press •• Select. Using \*/ select whether you would like to enter capital or small letters. Confirm using **OK**. Press and hold **\*** (at least two seconds) to toggle between capital and small letters.

Press ● Select. Using A/▼ select INSERT CHAR. to enter a character. Confirm using OK.

Press ● Select. Using A/▼ select CANCEL to delete the entire text. Confirm using **OK**. Confirm the deletion with •• Yes.

- 5 Confirm with OK.
- 6 Enter the desired number using the numeric keypad or dial a saved entry.
- 7 Confirm with OK.
- 8 Press Confirm to send the message. Press EDIT ENTRY to edit the message again.
  - After sending you can save the SMS. Press •• Yes to save the message. Press • No to delete the message.
- In Ireland, some providers will only accept SMS messages with a 140 character limit.

#### Sending SMS from the telephone book

You can select an entry from the telephone book and then call the SMS menu.

- I Short press 

  ☐ to call up the telephone book of the device. Long press III (at least two seconds) to call up the telephone book of the cordless telephone.
- 2 Select the desired entry using ▲/▼.
- 3 Press ●● Option.
- 4 Using A/▼ select SEND SMS.
- **5** Confirm with **OK**. The Send SMS menu appears.

#### SMS to E-Mail

#### (Function is not supported in all countries and networks)

You can send an SMS to an E-Mail address.

- - You can also call the function by pressing ⁴/▼ and selecting using ⁴/▼ 5M5. Confirm using **OK**.
- 2 Using A/▼ select EDIT EMAIL.
- Confirm using OK.
- 4 Enter the text as described under Sending SMS.

- **5** Confirm using **OK**.
- **6** Enter the e-mail address. Press and hold **①** until the **@** character appears.



- 7 Confirm using OK.
- 8 Press ●● Confirm to send the message. Press EDIT ENTRY to edit the message again.

#### SMS to fax

#### (Function is not supported in all countries and networks)

You can send an SMS as a fax to a fax machine.



- 2 Using A/▼ select EDIT FAX.
- Confirm using OK.
- 4 Enter the text as described under Sending SMS.
- **5** Confirm using **OK**.
- **6** Enter the desired number using the numeric keypad or dial a saved entry.
- 7 You can give a title (= reference) which appears in the heading of the fax.
- **8** Confirm using **OK**.
- 9 Press •• Confirm to send the message. Press EDIT ENTRY to edit the message again.

## Notification by SMS

You can have an SMS message sent to a telephone number of your choice when faxes or SMS messages are received or the answering machine receives calls or voice messages in vour absence.

- I Press OK, 65 and OK.
- 2 Use ▲/▼ to select whether you would like to be informed about new SMS messages.
- Confirm with OK.
- 4 Use ⁴/▼ to select whether you would like to be informed about calls in your absence.
- **5** Confirm with **OK**.
- 6 Use ▲/▼ to select whether you would like to be informed about new fax messages.
- 7 Confirm with OK.
- 8 Use ▲/▼ to select whether you would like to be informed about new messages on the answering machine.
- Confirm with OK.
- **10** Enter the number to which the SMS should be sent.
- II Confirm with **OK**. A message appears on the display stating the notification by SMS is activated.

## Receiving an SMS



Check whether you have inserted and clamped in the paper correctly. The lever on the right next to the paper feed mechanism must be pushed back.

Received SMS messages are printed out automatically. If you have turned the automatic printing function off, the SMS messages will be stored. Your machine stores up to 30 received SMS messages.

## Reading an SMS

#### On the device

#### Reading new SMS

After reception of a new SMS message, the Sutton lights up.

- I Press ⊠-➤-• .
- 2 Use ♣/▼ to select the SMS messages.
- 3 Press □ The Read SMS menu opens.

#### Loading Previously Read SMS Messages

- I Press OK, 6 2 and OK.
- 2 Use ⁴/▼ to select the SMS message you would like to read. Unread SMS messages are marked with a \*.
- Confirm with OK.
  - You can move the cursor with  $\P$ . Press **COPY** to print the SMS message.
- **4** Press **②** to return to the SMS list.
  - Press **OK** to load additional SMS functions.

### On the cordless telephone

#### Reading the SMSs

You can also call the function by pressing ♣/▼ and selecting using ♣/▼ SM5. Confirm using OK.

- 2 Press A/▼ to select READ SMS.
- Confirm with OK.
- 4 Select the desired message memory using <sup>▲</sup>/▼. The number of the messages contained in the folder is given in brackets.

NEW—Contains new messages

INBOX—Contains read and saved message.

**SENT**—Contains sent messages that you have saved.

DRAFT-Contains message that are yet to be sent

- 5 Confirm with OK.
- 6 Select the desired SMS using ♣/▼.
- 7 Press ●● Select.
- 8 Using A/▼ select READ.
- Confirm with OK.
  - tions. ∠ Press ●● Select to call additional SMS func-

#### Modifying the read mode

You can display an SMS in different ways.

- I Select the SMS to read.
- 2 Press ●● Select.
- 3 Dial using A/▼ SMS MODE.
- 4 Using <sup>♠</sup>/▼, select the desired mode. The text scrolls automatically. Using <sup>♠</sup>/▼ you can navigate within the text. Two rows of the text are displayed.
- 5 Confirm using OK.

## Calling SMS functions

#### On the device

- While reading an SMS message, press OK to load additional SMS functions.
- 2 Use △/▼ to select an option: You can display information about the SMS message, print or delete the message, forward the message to another recipient or send an SMS response. You can return to the list of SMS messages, or view the next or previous SMS message.
- Confirm with OK.

#### On the cordless telephone

- I Select the SMS to read.
- 2 Press •• Select.
- 3 Select an option using △√v. You can reply the SMS. You can move the message to the Archive folder, delete it or forward it to some other recipient. You can call the number of the sender or save it to the telephone book.
- 4 Confirm with OK.
- Some providers do not include the entire telephone number of the SMS sender. In such cases a direct response to the SMS message will not be delivered. Instead, create a new SMS message but pay attention when entering the area code.

## Printing an SMS

- I Press **OK**, **63** and **OK**.
- 2 Use <sup>≜</sup>/▼ to select the SMS messages you would like to print out.

PRINT: ALL—Prints all received and composed SMS messages

PRINT: INBOX—Prints all received SMS messages

PRINT: OUTBOX—Prints all sent SMS messages

PRINT: NEW—Prints all unread SMS messages

3 Confirm with OK.

If you would like to print an individual SMS message, load the message. Press **COPY** to print the message.

## **Deleting SMS**

#### On the device

If the message memory is full, the machine cannot receive any more messages. Delete SMS messages to free up memory.

- I Press **OK**, **6 4** and **OK**.
- 2 Use ♣/▼ to select the SMS messages you would like to delete:

DELETE: ALL SMS—Deletes all received and composed SMS messages

DELETE: READ SMS—Deletes all read SMS messages
DELETE: SENT SMS—Deletes all sent SMS messages

- 3 Confirm with OK.
- 4 Confirm the deletion with OK.

If you would like to delete an individual SMS message, load the message. Press **OK**, then select DELETE with ⁴/▼. Confirm with **OK**.

#### On the cordless telephone

#### **Deleting individual SMS**

- I Select the SMS to read.
- 2 Press ●● Select.
- 3 Select using **△/**▼ DELETE ENTRY.
- 4 Confirm with OK.
- 5 Confirm the deletion with ●● Yes.

#### Emptying the message folder

This function deletes all SMSs in a message folder.

I Press ⊠.

You can also call the function by pressing ⁴/▼ and selecting using ⁴/▼ 5M5. Confirm using **OK**.

- 2 Using A/▼ select DELETE SMS.
- **3** Confirm with **OK**.
- 4 Select the folder you would like to clear using △/▼.
- 5 Confirm with OK.
- 6 Confirm the deletion with ●● Yes.

## Modifying the settings

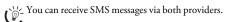
These functions are available only on the device.

#### **Changing Send and Receive Numbers**

All numbers that you need to send and receive SMSs are stored in your device. In case you moved to another telephone service provider, you must change these numbers. You can set your device for two SMS service providers.

- I Press **OK**, **6 6** and **OK**.
- Use ▲/▼ to select the SMS service provider that you would like to set.
- 3 Confirm using OK.

- **4** Enter the number for sending SMSs.
- 5 Confirm using **OK**.
- **6** Enter the number for receiving SMSs.
- 7 Confirm using **OK**.
- 8 Use ▲/▼ to select the SMS service provider through which you would like to send SMSs.
- **9** Confirm using **OK**.



#### **Switching Off Automatic Printing**

You can deactivate the automatic printing of SMS messages.

- Press OK, (6) then OK repeatedly until PRINT SMS: YES appears on the display.
- Use <sup>≜</sup>/▼ to select whether you would like to switch the printing on or off.
- Confirm with OK.

#### Switching SMS Reception On and Off

If you are using a cordless telephone with SMS function on the same telephone line, then the specific device at which you will receive an SMS message will depend on the specific manufacturer. Only one of the devices will receive the SMS message. Try to turn off the SMS reception on your cordless telephone. If this is not possible, switch off SMS reception on the machine. You can continue to send SMS messages even while SMS reception is switched off.

#### **Switching SMS Reception Off**

- I Press OK, (4)(5) and OK.
- **2** Enter the service code **31207**.
- 3 Confirm with **OK**.
- 4 Use **\**√ to select SURE: YES.
- 5 Confirm with OK.

If you have entered the incorrect code, you can cancel the entry with SURE: NO.

#### **Switching SMS Reception On**

- I Press OK, 45 and OK.
- 2 Enter the service code 41206.
- 3 Confirm with OK.
- 4 Use 4/▼ to select SURE: YES.
- 5 Confirm with **OK**.

⚠ If you have entered the incorrect code, you can cancel the entry with SURE: NO.

## 8 Fun and Games

Press i and To print the instructions for the Games and Fun functions of your device.

#### Sudoku

Sudoku is a Japanese number puzzle. The game has  $3\times 3$  squares divided into  $3\times 3$  fields. Depending on the difficulty level, lesser or more digits are already given at the beginning of the game. The aim of the game is to fill digits from 1 to 9 in the game field is such a way that each digit appears only once in a row, a column and each of the nine blocks. There is only one solution.

The solution of the last printed game is saved. The solutions of earlier games are no longer available.

#### Printing a Game

- I Press OK, 48 and OK.
- 2 Dial using ▲/▼ SUDOKU: NEW.
- 3 Confirm using OK.
- 4 Using △/▼ select the difficulty level.
- 5 Confirm using **OK**.
- **6** Enter, how many copies of the Sudoku you would like to print (maximum 9 copies).
- 7 Confirm using OK.
- 8 Using **△/v** select if you would like to print the solution.
- 9 Confirm using OK.

#### Printing the Last Game Again

- I Press OK, 48 and OK.
- 2 Dial using A/▼ SUDOKU: LAST.
- **3** Confirm using **OK**.
- **4** Enter, how many copies of the Sudoku you would like to print (maximum 9 copies).
- 5 Confirm using **OK**.
- **6** Using **△/v** select if you would like to print the solution.
- 7 Confirm using OK.

#### **Printing the Solution**

- I Press **OK**, **4 8** and **OK**.
- 2 Dial using A/▼ SUDOKU: SOLUTION.
- 3 Confirm using OK.

#### Sudoku for Every Day

You can have a new Sudoku automatically printed each day.

- I Press **OK**, **4 8** and **OK**.
- 2 Dial using A/▼ SUDOKU: AUTO.
- Confirm using OK.
- **4** Enter the time, e.g. **① ② ① ①** for 2 pm.
- 5 Confirm using OK.
- **6** Using **△**/**v** select the difficulty level.

- 7 Confirm using OK.
- **8** Enter, how many copies of the Sudoku you would like to print (maximum 9 copies).
- **9** Confirm using **OK**.
- **10** Using **△/v** select if you would like to print the solution.
- II Confirm using OK.
- 12 Using △/▼ indicate whether you would like to turn printing on or off.
- 13 Confirm using OK.

## 9 Settings on the device

You can move the cursor using △√√. Use C to delete individual digits. Press ② to close the menu and to return to the starting mode.

## **Entering the Time and Date**

- I Press OK, 91 and OK.
- **2** Enter the time, for example **① ④ ① ① ①** for 2 o'clock p.m.
- 3 Enter the date (two digits for each field), for example ①③ ①⑥ ①⑦ for June 8th, 2007.
- 4 Confirm with OK.

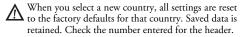
You must check the time and date after a short power failure. Confirm using **OK**.

## Selecting the Language

- I Press OK, 92 and OK.
- 2 Use ♣/▼ to select the desired display language.
- 3 Confirm with OK.

## **Selecting the Country**

Always set the country in which you are operating the machine. Otherwise, your machine is not adapted to the telephone network. If your country is not included in the list, you must select a different setting and use the correct telephone cable for the country. Consult your retailer.



- I Press **OK**, **9 3** and **OK**.
- Use ♣/▼ to select the country in which you are operating the machine.
- 3 Confirm with OK.
- 4 Use A/▼ to select SURE: YES.
- 5 Confirm with OK.

## **Entering Your Number**

Your number and name are printed in the top margin of every page (= header) together with the date, time and page number.

- I Press OK, 94 and OK.
- Enter your telephone number. You can enter a plus sign with (#) or (★).
- Confirm with OK.

### **Entering name**

- I Press OK, 95 and OK.
- 2 Enter the name using the letter keypad. Enter capital letters by pressing and holding ↑ button. You can delete individual characters using ←. You can enter a space using ☐. Press CTRL and the respective letter key to enter the special character printed on it.
  - You can move the cursor with  $\P$ . You can delete individual characters with  $\P$ .
- Confirm using OK.

## Setting the Contrast

For copying and printing of fax messages, you can select different contrast levels.

- I Press **OK**, **44** and **OK**.
- 2 Using ⁴/▼, select the desired contrast.

CONTR.:LIGHT – For brighter copies and fax transmission

CONTR.: NEUTRAL – For all types of originals (for example white text on black background or documents with coloured background)

CONTR.: OPTIMISED (Factory settings) – Optimized adaptation for text and photo printing

CONTR . DARK – For darker copies and fax transmission (for example documents with faint printing)

3 Confirm using OK.

The changed settings are stored as new default settings. If you select a special function for a one-time process, take care to restore the default settings or factory settings after that.

## Lowering the Transmission Speed

The machine adapts the transmission speed to the line quality. This may take some time, especially for overseas connections. Set a lower transmission speed if you are sending faxes into networks with poor line quality.

- I Press **OK**, **3 8** and **OK**.
- Use <sup>≜</sup>/▼ to set whether you would like to use a lower transmission speed.
- Confirm with OK.

## Switching Page Adjustment On and Off

In order that no information is lost, received faxes are reduced in size when printed.

- I Press **OK**, **3 7** and **OK**.
- Use <sup>≜</sup>/▼ to select whether you would like to switch size reduction on or off.
- 3 Confirm with OK.

### **Setting Ring Tones**

#### Selecting the Ring Tone

You can select from among ten different ring tones.

- I Press OK, 55 and OK.
- 2 Use the number buttons ① to ③ to select a ring tone. Use ⁴/▼ to adjust the volume.
- Confirm with OK.

#### Setting the Volume

You can adjust the volume of the ring tone when the device is ringing or when you set the ring tone. You can save different volumes for the **\*** (day) and **€** (night) modes, (also see Chapter Fax Switch).

Using △/▼ you can set adjust the volume when the device is ringing.

## Configuring the Fax Switch

The built-in fax switch of your machine distinguishes between fax messages and telephone calls. Faxes are automatically received, telephone calls can be received—even on additionally connected devices. While the machine is checking the call, it continues to ring.

You can set how often the machine should ring before picking up separately for the modes \* (day) and  $\mathsf{C}$  (night). This makes it possible to receive faxes silently at night, so as not to disturb you.

Press 🖒 💢 / 🕻 to switch between day and night mode. With the activated timer 🖲, the machine switches between the modes \* (day) and **C** (night) at the configured times.

## **Configuring Day Mode**

- I Press OK, (5)(1) and OK.
- 2 Use ▲/▼ to select the total number of rings. After this number of rings, the machine stops playing rings and picks up a call or a silent fax transmission.
- 3 Confirm with **OK**.
- 4 Using ★/▼ select the number of rings for the fax switch. After these many rings, the fax switch switches on and distinguishes between fax transmissions and telephone calls. While the device is checking the call, it continues to ring.
- **5** Confirm using **OK**.
- **6** Using **△**/**v**, set the volume.
- 7 Confirm using **OK**.

#### **Configuring Night Mode**

- I Press OK, (5)(2) and OK.
- 2 Configure the same settings as for the day mode (see steps 2 to 7).

#### **Setting the Timer**

The timer switches between the modes **\*** (day) and **C** (night) at the configured times.

- I Press **OK**, **5 3** and **OK**.
- 2 Enter the time at which the machine should switch to \*\* (day) mode, for example ①⑤ ①① for 6 o'clock a.m.
- Confirm with OK.
- 4 Enter the time at which the machine should switch to C (night) mode, for example ②② ⑩⑩ for 10 o'clock p.m.
- 5 Confirm with OK.

#### Special Settings

#### **Silent Fax Reception**

If you would like to accept a fax without preceding rings, set the number of rings of the fax switch to  $\Theta$ .

#### **Switching Off All Rings**

If you don't want to be disturbed, e.g. in the night, by any incoming calls, you can set the number of rings to  $\emptyset$ . The device switches immediately to silent fax reception.

#### **Manually Receiving Faxes**

Select manual reception under number of rings of the fax switch. The device will not receive faxes on its own. You can start fax reception manually, by pressing  $\Phi$ . This setting is useful, when you want to receive faxes via a modem connected to a computer.

## **Printing Lists and Help Pages**

#### **Printing Numbers and Entries**

The list of numbers and entries contains the last ten calls received and numbers dialled as well as the saved entries and groups.

Press **OK**, **②③** and **OK**. The list is printed.

#### **Printing the Call List**

The call list contains the last 50 numbers dialled.

- I Press **OK**, **41** and **OK**.
- 2 Use ♣/▼ to select whether you would like to switch the printing on or off.
- Confirm with OK.
- 4 Switch on printing: Use ▲/▼ to select whether the call list should be printed immediately or after every 50 calls.
- 5 Confirm with OK.

### **Printing the Telephone Book**

Press **OK**, ①⑦ and **OK**. The machine prints a list with the telephone book entries and saved assignments.

#### Printing the Fax Journal

The fax journal is a list of the last ten faxes sent and received.

- I Press OK, 35 and OK.
- 2 Use ♣/▼ to select whether you would like to switch the printing on or off.
- Confirm with OK.
- 4 Switch on printing: Use △/▼ to select whether the fax journal should be printed immediately or after every ten transmissions.
- 5 Confirm with OK.

#### **Printing a Transmission Report**

After every transmission, the machine prints out a transmission report. If a transmission error occurs, an error report is printed out. You can switch off printing of the transmission report.

- I Press **OK**, **3 6** and **OK**.
- 2 Use △/▼ to select whether you would like to switch the printing on or off.
- 3 Confirm with OK.

#### **Printing Help Pages**

#### Help I · Overview

Press i and 1 to print an overview of the help pages.

#### Help 3 · Telephone Book

Press I and 3 to print an overview of the telephone book.

#### Help 4 · Fax Transmission

Press I and 4 to print instructions for sending fax messages and for configuring the fax switch.

#### Help 5 · Copier

Press i and 5 to print the help for copying.

#### Help 6 · Function List

Press 1 and 6 to print a list of all functions and settings of your machine.

#### Help 7 · Games and Fun

Press and to print the instructions for the Games and Fun functions of your device.

#### Help 8 · SMS

Press i and 8 to print the instructions for SMS functions.

## Starting the Initial Installation

- I Press i and 2.
- 2 The machine prints out a help page and starts the initial installation process.

## **Checking the Firmware Version**

- I Press **OK**, **4 7** and **OK**.
- 2 The model designation and the configured country appear on the display.
- 3 Confirm with OK
- **4** The information on the firmware version of the machine is displayed.
- 5 Confirm with OK.

## 10 Settings on the cordless telephone

#### (Model-dependent)

Press **C** to return to the previous menu level. Press **c** to close the menu and return to the starting mode.

## Selecting the language

Your cordless telephone automatically adopts the language setting of the device during registration. You can set a different language for the display of the cordless telephone. All languages are not available on the cordless telephone.

The cordless telephone adopts the language setting of the device when you change it on the device (also see Chapter Settings on the device, Page 30)

- I Press ♠/▼, and using ♠/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Dial using A/▼ LANGUAGE.
- 4 Confirm using OK.
- 5 Press EDIT ENTRY.
- 6 Use △/▼ to select the desired display language.
- 7 Confirm using OK.

## Setting the ring tone

- I Press ♣/▼, and using ♣/▼ select RINGER TYPE.
- 2 Confirm using **OK**.
- 3 Using △/▼ indicate, whether you would like to set the ring tone for internal or external calls.
- 4 Confirm with OK.
- 5 Select the desired ring tone using △/▼.
- 6 Confirm with OK.
- 7 Using **△**/**v**, set the volume.
- 8 Confirm with OK

## Turning key-tones and signaltones on and off

- Press ♣/▼, and using ♣/▼ select RINGER TYPE.
- 2 Confirm using OK.
- 3 Using A/▼ select BEEPS.
- 4 Confirm with OK.
- 5 Using <sup>A</sup>/▼, select whether you would like to turn the button-tones, the notification tone for low battery charge or the confirmation tone when replacing the cordless telephone in the charging station on or off.
- 6 Confirm with OK.
- 7 Press EDIT ENTRY to switch the function on/off.
- 8 Confirm with OK.

### Setting up silent mode

In the silent mode, all ring tones, alarm tones and button tones of the cordless telephone are turned off. However, you can still place a call.

- I Press ♠/▼, and using ♠/▼ select RINGER TYPE.
- Confirm using OK.
- 3 Using **△/**▼ select SILENT MODE.
- 4 Confirm using OK.
- Using ●● select Yes to switch on the function. Using
   select No to switch off the function.

### Programmable buttons

Your cordless telephone has two programmable buttons ● and ●●, to which you can assign functions for the quick access. The selected functions appear as display text at the lower edge of the display.

Press • and/or •• to access the function. You can assign the answering machine functions, silent mode, alarm clock, timer, keypad lock, number (= specific telephone number) or redialling to the keys.

#### Programming the keys

- Press ♠/▼, and using ♠/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Using A/▼ select PROGRAM KEYS.
- 4 Confirm with OK.
- 5 Press EDIT ENTRY to assign a function to the left programmable key.
- 6 Select the desired function using △/▼.
- 7 Confirm with OK.
- 8 Press EDIT ENTRY to assign a function to the right programmable key.
- 9 Select the desired function using <sup>▲</sup>/▼.
- 10 Confirm with OK.

## Automatic picking up and hanging up the phone

These functions enable you to accept or end call by picking up the cordless telephone from the charging station or placing it back into the charging station respectively.

#### Switching automatic picking up on/off

- Press ♣/▼, and using ♣/▼ select SETTINGS.
- Confirm using OK.
- 3 Using A/▼ select AUTO PICKUP.
- 4 Confirm with OK.
- 5 Switch the function on/off using EDIT ENTRY.
- Confirm with OK.

#### Switching automatic picking up on/off

- I Press ♣/▼, and using ♣/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Using A/▼ select AUTO HANG UP.
- 4 Confirm with OK.
- 5 Switch the function on/off using EDIT ENTRY.
- 6 Confirm with OK.

## Resetting the cordless telephone

With this function you can delete all personal settings such as ring tones or programmable buttons and the cordless telephone is reset to factory settings. Saved data remains intact.

- I Press ♠/▼, and using ♠/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Dial using A/▼ ADVANCED SET..
- 4 Confirm using OK.
- 5 Dial using △/▼ SET HANDSET.
- 6 Confirm using OK.
- 7 Using ▲/▼ select RESET HANDSET.
- 8 Confirm with OK.
- 9 Confirm the deletion with ●● Yes.

## Displaying call logs and events

The call logs contain the last dialled numbers, incoming calls and other events (messages, missed calls).

#### Calling call logs

- I Press ♠/▼, and using ♠/▼ select CALLS.
- Confirm with OK.
- 3 Using △/▼, select from which list you would like to dial a number.
- 4 Confirm with OK.
- 5 Select the desired number using ▲/▼.
- 6 Press ●● Option.
- 7 Select an option using ▲/▼. You can have the call details displayed, call the number, save it to the telephone book or delete it from the log, send an SMS to the number or delete all numbers from the list.
- 8 Confirm with OK.

#### **Calling events**

- Press ♣/▼, and using ♣/▼ select CALLS.
- 2 Confirm with OK.
- 3 Dial using A/▼ EVENTS.
- Confirm using OK.
- 5 Dial using A/▼ VIEW.
- Confirm using OK.
- 7 Select the desired number or message using ▲/▼.
- **8** Confirm using **OK**.

#### Setting up the display

You can set, whether you would like to be informed about new events (SMSs, missed calls) with a message on the display.

- I Press ♣/▼, and using ♣/▼ select CALLS.
- 2 Confirm with OK
- 3 Dial using A/▼ EVENTS.
- 4 Confirm using OK.
- 5 Use ♠/▼ to select whether you would like to turn the function on or off.
- Confirm with OK.

# I I Telephone Lines and Additional Devices

## Configuring Telephone Lines and Services

#### **Private Branch Exchanges**

Private branch exchanges (PABX) are typical in many offices and private households. You must dial an outside line access code in order to establish a connection with the public telephone network (PSTN) from an extension.

An additional telephone connected to the machine on a telephone socket is not considered an extension.

- I Press OK, 96 and OK.
- 2 In many countries, you can set either pulse dialling or tone dialling (DTMF tones). Use <sup>▲</sup>/▼ to select the desired dialling method.

Only use pulse dialling if tone dialling is not yet activated for your telephone line.

- 3 Confirm with **OK**.
- 4 Use <sup>≜</sup>/▼ to set whether you operate your machine on an extension.
- 5 Confirm with OK.
- 6 Configuring an extension: Enter the outside line access code with which you reach the public telephone network. This is usually ①.
- **7** When finished, the machine tests the telephone line. Confirm with **OK**.
- 8 Your machine checks whether it can establish a connection with the public telephone network. If it cannot establish the connection, you are once again asked for input.

different number or a two-digit number. For older telephone systems, the outside line access code can be R (= Flash). Press **R** to enter this outside line access code. Should a connection to the public telephone network not be possible, contact the provider of your telephone system.

#### **DSL Connection**

In the event that you use a DSL modem: Connect the machine after the modem. For additional information, please consult the operating manual of your DSL system.

#### **ISDN** Connection

Details for ISDN connections can be found in the instructions provided with the terminal adapter or the dial-up router.

#### Voice Mailbox

You cannot simultaneously use the answering machine facility of your telephone service provider (= voice-mail box) and receive faxes on your devices. Get the mail-box function for your telephone connection deactivated or set the number of rings for the fax switch to lower than 5 on your device (also see Chapter Setting the Fax Switch, Page 31). When the fax switch accepts the call, the mail-box of the service provider does not step in. Enquire with your telephone company.

## Registering and de-registering additional cordless telephones

Normally your cordless telephone is registered with your device in the factory. In the starting mode, press **OK**. The display shows on which base unit and with which number the cordless telephone is registered.

If you acquired a model with several cordless telephones, only one cordless telephone is registered with your device in the factory. Insert the batteries as described above and register the cordless telephones with your device (also see Chapter "Telephone connections and additional devices", page 35).

You can register in all up to five cordless telephones with your device. Using only original cordless phones as additional cordless phones ensures optimum use of all functions. You can get original cordless telephones through our order service or at specialist shops.

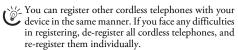
Additional cordless telephone must be GAP-compatible.

#### Registering cordless telephone

You must first bring the cordless telephone and then your device (= base station) in the registration mode to register a cordless telephone.

- Press ♣/▼, and using ♣/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Dial using A/▼ ADVANCED SET..
- 4 Confirm using **OK**.
- 5 Dial using **△/**▼ SET HANDSET.
- 6 Confirm using **OK**.
- 7 Dial using A/▼ REGISTRATION.
- 8 Confirm using OK.
- Confirm using ●● Yes. The cordless telephone goes into registration mode.
- 10 Press OK, 82 and OK on the device
- II Confirm the preset PIN code (@@@@) using **OK**.

The cordless telephone is automatically registered. This process can take a few minutes. Then the number with which it is registered with the device appears on the display of the cordless telephone.



#### De-registering cordless telephone

#### On the device

- I Press **OK**, **8 3** and **OK**.
- 2 Using ⁴/▼ select which cordless telephone you are would like to de-register.
- **3** Confirm using **OK**. The device disconnects from the cordless telephone.

#### On the cordless telephone

- Press ♣/▼, and using ♣/▼ select SETTINGS.
- 2 Confirm using OK.
- 3 Dial using A/▼ ADVANCED SET..
- Confirm using OK.
- 5 Dial using A/▼ SET BASE.
- 6 Confirm using OK.
- 7 Dial using ▲/▼ DELETE HANDSET.
- 8 Confirm using OK.
- 9 Using ♣/▼ select which cordless telephone you are would like to de-register.
- 10 Confirm using OK.
- 11 Confirm the de-registration with •• Yes. The connection with the device is disconnected.

## Registering the cordless telephone with other devices

You can register a cordless telephone on four different devices (= base units).

#### On the device

- Register the cordless telephone with the first device as described above.
- 2 Press **OK**, **8**② and **OK** on the next device.
- **3** Confirm the preset PIN code (@@@@) or enter a new PIN code.
  - The pin code can be identical with the pin code on the first device.
- 4 Confirm using **OK**.

#### On the cordless telephone

- 5 Press **△**/**v**, and using **△**/**v** select SETTINGS.
- Confirm using OK.
- 7 Dial using A/▼ ADVANCED SET..
- 8 Confirm using OK.
- 9 Dial using A/▼ SET HANDSET.
- 10 Confirm using OK.
- II Dial using ▲/▼ PERSON. REGISTR.
- 12 Confirm using **OK**.
- **13** Select the next device (= base station) using  $\Phi/\Psi$ .
- 14 Confirm using OK.
- 15 Confirm the name of the base unit, or enter a new name.
- **16** Confirm using **OK**.

- 17 Enter the same pin code which you entered on the other device.
- 18 Confirm using OK.
- 19 Using A/▼ select the number with which you would like to register the cordless telephone on the device.
- 20 Confirm using OK.

#### Setting the preferred base unit

With this function you can specify which device (= base station) should be used for placing telephone calls if you have registered your cordless telephone with multiple devices. When you select AUTO, the cordless telephone automatically connects to the device that is within the range.

- Press ♠/▼, and using ♠/▼ select SETTINGS.
- 2 Confirm using **OK**.
- 3 Dial using A/▼ ADVANCED SET..
- 4 Confirm using **OK**.
- 5 Dial using A/▼ SET HANDSET.
- Confirm using OK.
- 7 Dial using A/▼ BASE PRIORITY.
- 8 Confirm using OK.
- 9 Press EDIT ENTRY.
- 10 Using △/▼ select the device to which you would like to assign the priority, or select auto setting.
- II Confirm using **OK**.

## **Connecting Additional Devices**

You can operate other devices on a telephone line, for instance answering machines, modems or charge counters

#### Connection to the device

You can connect additional devices directly to your machine. Plug the telephone cable of the additional device into the **EXT** socket (RJ-11 connection) of your machine.

We recommend direct connection to the machine because this allows the fax switch to function optimally and to control the additional devices.

## **Connection to the Telephone Line**

In order for the fax switch to function, the machine must be first in the series if multiple devices are connected to the same telephone socket. Follow the correct order.

## Using Additional Telephones (Easylink)

With the Easylink function, you can control your machine with additional telephones. To use this function, additional telephones must be set to tone dialling (DTMF tones); see here the user manual of your additional telephone.

#### Starting Fax Reception

If you pick up on an additional device and hear that you are receiving a fax message (whistle or silence), you can start the fax reception by pressing \*5 on the additional telephone or the button on the machine.

#### Taking Over the Line

If you pick up on an additional telephone and the machine continues to ring or attempts to receive a fax, you can disconnect the machine from the line. Press \* on the additional telephone.

#### **Changing Codes**



Only change the codes if it is absolutely necessary. The codes must begin with 🏵 or 🏶 and must be different.

- I Press OK. (5)(4) and OK.
- 2 Enter the new code for starting fax reception.
- Confirm with OK.
- 4 Enter the new code for taking over the line on an additional device.
- 5 Confirm with OK.

#### Using an External Answering Machine

For the best operation, the answering machine must be connected to the **EXT** socket of the device. The numbers of rings set for the external answering machine should be less than the one set under FAX RINGS by at least two.

Example of the setting:

Number of rings of the external answering machine	. 1
FAX RINGS	3
TOTAL RINGS	5
(also see Chapter Setting the Fax Switch, Page 31)	



The outgoing message should be shorter than ten seconds. Avoid music in the outgoing message.

If the external answering machine has a "conserving function" (i.e. a function that changes the number of rings as soon as new messages have been recorded), switch it off.

If the external answering machine records fax signals, but your device cannot receive faxes, inspect the connection of the external answering machine

## 12 Service

Should disruptions occur, follow the instructions on the display and on the error report.

## Changing the ink film

Use only original consumable materials. These are available from a specialised retailer or through our order service. Other consumable materials can cause damage to the machine.



Follow the instructions on the packaging of the consumable materials.

For receiving or copying documents, an ink film must be inserted in your device. Your device is delivered with an already inserted free ink film for a few test pages. For this film, you do not require any Plug'n'Print card (= chip card with information regarding ink film capacity). For every next film that you insert, you must load the capacity memory with the included Plug'n'Print card.

- I Remove the paper from the paper feeder and take the paper tray out of the device.
- 2 Open the device by lifting the panel using grip in the centre and folding it down.



Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

**3** Grip the rear ink film roll at both the sides and place it next to the front ink film roll.



4 Remove both the rolls from the device. The used ink film cannot be reused.



The messages and copies you have printed out can be read from used ink films. Consider data protection issues when disposing of used ink

5 Pull the used Plug'n'Print card out of the plug socket on the left hand side next to the ink film tray. The Plug'n'Print card cannot be reused.



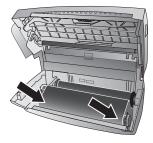
6 Carefully remove the rubber bands from the new ink film. Make sure that the film is not damaged!



7 Place the larger roll with the ink film in the rear ink film tray. The blue gear wheel must be on the right hand side.



8 Place the smaller roll without film in the front tray. The blue gear wheel must be on the right hand side and the pin must be inserted in the depression on the left hand side.



9 Break the chip card from the Plug'n'Print card. Insert the chip card in the plug socket on the left hand side next to the ink film tray.



10 Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



11 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

## Checking the Ink Film Reserve

- I Press OK, 46 and OK.
- 2 The number of pages that can still be printed with the ink film is shown on the display.
- **3** Press  $\odot$  to return to the starting mode.

If the ink film used up or if there is no ink film in the machine, a message appears on the display.

# Changing the batteries in the cordless telephone

- Press and hold (at least two seconds) for switching off the cordless telephone.
- 2 Open the battery compartment on the backside of the cordless telephone by pulling the cover down.



3 Remove the old batteries.

The batteries used should be disposed of according to the recycling regulations of your country.

**4** Insert the new batteries in the battery compartment with the positive and negative poles as shown in the picture in the battery compartment.



**Never** use non-rechargeable batteries in the cordless telephone. Follow the specifications in the technical data.



- **5** Place the cover on the battery compartment and slide it upward until it snaps into place.
- **6** Place the cordless telephone into the charging station.
  - Never place the cordless telephone into the charging station without batteries.
  - Leave the cordless telephone in the charging station for at least twelve hours. The batteries will heat up slightly during charging; this is not dangerous.

## Displaying the battery charge

The charge indicator on the display shows the charge level of the battery. If the charge is too low, the display illumination is switched off and the hands-free function is not available. Place the cordless telephone into the charging station.

## Fixing a paper jam

- Remove the paper from the paper feeder and take the paper tray out of the device.
- **2** Open the device by lifting the panel using grip in the centre and folding it down.



- Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.
- 3 Carefully pull the paper out.



**4** Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



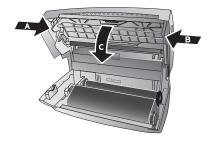
5 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

## Fixing a document jam

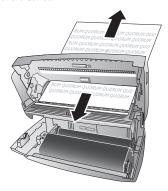
- I Remove the paper from the paper feeder and take the paper tray out of the device.
- **2** Open the device by lifting the panel using grip in the centre and folding it down.



- Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.
- **3** Open the scanner cover and the cover of the automatic document cover by first pushing the support (**A**) and then the support (**B**) inside. The cover (**C**) folds below.



4 Carefully pull the document to the front or to the back out of the device.



5 Close the scanner cover and the cover of the automatic document feeder. Both the supports must securely snap into place. **6** Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



7 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

## Cleaning

Unplug the machine from the power socket before cleaning it. Use a soft, lint-free cloth. Never use liquid or easily flammable cleansers (sprays, abrasives, polishes, alcohol, etc.). Do not allow any moisture to reach the interior of the machine.

Special fax cleaning sheets are available as accessories from our call centre. Insert a sheet into the document feeder. Press **②**; the page is ejected. Repeat this process at a few times.

- I Remove the paper from the paper feeder and take the paper tray out of the device.
- **2** Open the device by lifting the panel using grip in the centre and folding it down.

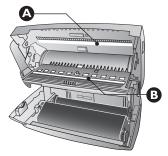


Lock the cover of the machine completely into place when opening the machine. You could be injured if the cover falls while you are working on the machine.

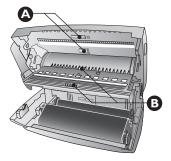
3 Open the scanner cover and the cover of the automatic document cover by first pushing the support (A) and then the support (B) inside. The cover (C) folds below.



4 Lightly wipe the upper side of the scanner glass (A) and the lower side of the document feeder/scanner film (= white plastic plate) (B) with a cloth.



5 Clean the feed roller (A) and the underside of the support pad of the feeder roller (B) with a soft, lint-free cloth moistened with cleaning alcohol (96 percent). Rotate the feed roller; You must clean the entire roller.



6 Close the scanner cover and the cover of the automatic document feeder. Both the supports must securely snap into place. 7 Turn the blue gear wheel forward to tension the ink film. The ink film must not have any creases.



8 Close the device. Insert the paper tray in the opening provided for it behind the paper feeder. Insert paper again.

## **Using Service Codes**

The service codes delete all the changed settings and your device is reset to factory settings. It may be possible that the device with the changed settings reacts differently than expected.

Only use the service code if this is absolutely necessary. Many service codes also delete saved messages and telephone book entries.

I Press OK, 4 5 and OK.

- 2 Enter a service code:
- ①①①①—Deletes all changed settings and saved data. The device is reset to factory settings and the initial installation process is started.
- 7140—Deletes all changed settings. Saved data and telephone book entries remain intact.
- 7227—Deletes saved faxes, when there are problems with printing.
- Confirm using OK.
- 4 Dial using A/▼ SURE: YES.
- 5 Confirm using OK.

If you have entered the incorrect code, you can cancel the entry with SURE: NO.

## **Power Cycling**

If a problem occurs that cannot be corrected with the instructions in this user manual (see also the help below), follow the steps given here.

- I Pull out the power plug.
- 2 Wait at least ten seconds, then plug the power plug back into the socket.
- 3 If the error occurs again, please contact our technical customer service or your retailer. Follow the instructions on the display and on the error report.

General information	
	You must check the time and date after a short power failure. Confirm using <b>OK</b> .

Problems when faxing or printing	
Faxes sent are of poor quality.	Change the resolution from RESOL.: STANDARD to RESOL.: FINE or RESOL.: PHOTO.
	Change the contrast.
	Clean the scanner and the document feed slot.
	Test the device by making a copy of the document. If the device is in order, the fax machine of the recipient is defective.
The device produces black lines when sending or printing.	Clean the scanner and the document feed slot.
Copy is blank.	Insert the documents face up into the document feeder.
Printing is interrupted.	Paper or document jam, no paper or ink film. Follow the instructions on the display and in the error report.
	There could be a small pause after printing several pages. The device continues printing automatically.

Problems when faxing or printing	
No printing	Check if you have inserted clamped paper correctly. The lever on the right hand side next to the paper feeder must be folded backwards.
Documents are not properly fed.	Clean the scanner and the document feed slot.

Problems with the connection	
The device rings once, remains silent for a short while and starts ringing again.	This is absolutely normal. The fax switch checks the call after the first ring. If it is a voice call, the device continues to ring.
No dial tone	Check the installation of the device. Connect the telephone cable to the socket marked <b>LINE</b> . Insert the telephone plug into your telephone connection socket.
Fax transmissions are constantly interrupted.	Try to send the fax manually: Press □ and dial the number. If the recipient is using an answering machine, wait until you hear a whistling tone. Press ◆.  It is possible that the recipient's machine is not ready to receive.
You hear a whistling tone or silence in the handset.	The call is a fax: Press $\Phi$ on the device In addition, press $\textcircled{\$}$ on the telephone. Hang up.
No fax reception or a short fax audio signal as message on the answering machine	Using function 51, set the number of rings for the fax switch to 4 and the total number or the number of rings for the answering machine (model dependent) to 5 (see Page 31).
	You cannot simultaneously use the answering machine facility of your telephone service provider (= voice-mail box) and receive faxes on your devices(see page 35).

Problems with the cordless telephone	
Display shows only the battery charge.	Check if the cordless telephone is functioning and is registered with the device.
	Switch the cordless telephone off. Open the battery compartment on the backside. Remove the batteries and insert them again. Close the battery compartment and switch the cordless telephone on again.
No dial tone	The cordless telephone is not registered with the device or is out of range.
The cordless telephone cannot be switched on.	Place the cordless telephone into the charging station.
The cordless telephone cannot be switched on after 12 seconds in the charging station.	Change the batteries in the cordless telephone (also see Chapter Service, Page 39).

## 13 Appendix

Technical Data
$\begin{array}{llllllllllllllllllllllllllllllllllll$
Stand-by mode       <2,5 W
Relative humidity
Standards           Safety
Scanner         212 mm           Scan width
Memory Telephone book
<b>Telephone</b> Type of connectionPSTN · PABX Dialling mode. Tone / pulse dialling (country dependent)
Cordless Telephone           (SPFX 45)           Batteries         AAA · NiMH           Talk time         up to 10 hours
Stand-by period
Paper Capacity
50 sheets (with Paper tray)   Size
Document Feeder Capacity
Breadth       148-212 mm         Length       100-600 mm         Thickness       0,06-0,15 mm
Fax           Type         Group 3           Compatibility         ITU-TT.30           Data compression         MH · MR           Modulation         V.21 · V.27ter · V.29           Transmission speed         9.600 bps

Technical specifications subject to change without notice.

#### Guarantee

#### (UK Terms and Conditions)

At the beginning of April 2002, SAGEM SA bought the PHILIPS fax business unit. SAGEM SA is now the European Number 1 in fax and offers a complete range of fax terminals with Internet access and SMS function, multifunctional terminals and servers covering the needs of all its customers—from home-users to multinational organisations.

In order to apply the guarantee, you should contact your dealer. Proof of purchase will be required. Should malfunctioning arise, the dealer will advise you what to do.

If you bought your equipment from SAGEM directly, the following shall apply:

A SAGEM undertakes to remedy by repair, free of charge for labour and replacement parts, any defects in the equipment during a period of twelve (12) months from the date of original delivery of the Equipment, where those defects are a result of faulty workmanship. During this twelve month guarantee period, the defective equipment will be repaired free of charge; the customer must however first contact the SAGEM After Sales Department, the phone number of which can be found on the delivery slip or in the user manual. Unless the customer has concluded with SAGEM a maintenance contract in respect of the equipment which specifically provides for repairs to be carried out at the customer's premises, the repairs will not be carried out on the equipment at the customer's premises. The following sentence applies to purchases of equipment for the customer's trade, business or profession. Except as otherwise expressly provided in this Document and to the extent permitted by law, SAGEM makes no representations or warranties, express or implied, statutory or otherwise, and to such extent, all terms and conditions implied by law are hereby excluded. This guarantee does not affect the Customer's statutory rights.

#### **B** Exclusions From Guarantee

SAGEM shall have no liability under the guarantee in respect of:

- damage, defects breakdown or malfunction due to:
- failure to properly follow the installation process and instructions for use: or
- an external cause to the equipment (including but not limited to, lightening, fire, shock or water damage of any nature); or
- modifications made without the written approval of SAGEM SA; or
- a failure or neglect to maintain the equipment or inappropriate maintenance; or
- unsuitable operating conditions, particularly of temperature and humidity; or
- repair or maintenance of the equipment by persons not authorised by SAGEM; or
- wear and tear from normal daily use of the equipment and its accessories
- damage due to insufficient or bad packaging of equipment when returned to SAGEM

- supply of new versions of software
- work on any equipment or software modified or added without the prior written consent of SAGEM
- malfunctions not resulting from the Equipment or from software installed in user workstations for the purpose of use of the equipment
- communication problems related to an unsuitable environment, including:
- problems related to access and/or connection to the Internet such as interruptions by access networks or malfunction of the line used by the subscriber or his correspondent
- transmission faults (for example poor geographical coverage by radio transmitters, interference or poor line quality)
- the local network fault (wiring, servers, workstations) or the failure of the transmission network
- the normal servicing (as defined in the user guide supplied with the equipment) as well as malfunctioning due to servicing not being carried out, servicing costs are in any event always borne by the customer.

**C** In the cases set forth in § B as well as after expiry of the twelve month guarantee period, the customer must ask SAGEM for an estimate, and he/she must accept the estimate and agree to pay the charges mentioned in it before returning the equipment to SAGEM. The repair and delivery costs will be invoiced to the customer.

The foregoing shall apply unless otherwise agreed in writing with the customer and only for the UK. If any provision of this guarantee shall be held to be in whole or in part invalid or illegal due to an obligatory rule applicable to consumers pursuant to their national legislation, such invalidity or illegality shall not impair or affect the remaining provisions or parts of this guarantee.



The CE symbol confirms conformity with the EU directives that apply to the device.

## **Declaration of Conformity (DoC)**

Hereby, **Sagem Communication Austria GmbH** declares that this **SPFX 40**, **SPFX 45** is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

You can find the complete Declaration of Conformity on our website www.sagem.com



As an Energy Star Program Participant, Sagem Communication Austria GmbH has determined that this product meets the Energy Star guidelines for energy efficiency.

**Environment:** Respect of environment is a key objective of Sagem. Sagem uses environmentally friendly processes to run its operations and has chosen to integrate strong environmental constraints in the full lifecycle of its products including manufacturing, product use and end of life.







**Packaging:** To facilitate packaging recycling, please conform to your local selective recycling rules.

**Batteries:** Old batteries have to be deposited in designated collection areas.



**Product:** The crossed out dustbin logo on your product signifies it is classified as Electrical and Electronic Equipment covered by special disposal regulations.

To enforce recycling, recovery of The Waste Electrical and Electronic Equipment (WEEE) and to protect the environment and human health, European regulations requires that you selectively collect waste equipment using one of the following options:

- Your retailer will take your equipment back if you are buying a replacement product.
- Waste equipment can also be deposited in designated collection areas.

This user manual was printed on recycled paper bleached without chlorine. This satisfies the highest standards for low environmental impact. The cardboard packaging used and the packaging inserts of paper and cardboard can be disposed of as waste paper. The plastic foil may be submitted for recycling or disposed of with waste not intended for recycling, depending on the requirements in your country.

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- · Passports (personal identification)
- · Entrance and exit visa papers (immigration papers)
- · Military service documents
- · Bank notes, travel checks, payment orders
- · Postage stamps, tax stamps (stamped or unstamped)
- · Loan papers, certificates of deposit, bonds
- · Documents protected by copyright

Follow the statutory regulations of your country with regard to the legal validity of fax transmissions – particularly in connection with the validity of signatures, meeting delivery deadlines or disadvantages resulting from the loss of quality in the transmission, etc.

Take care to maintain the statutory regulations of your country regarding telecommunications secrecy and data privacy.

This product is intended for use on an analogue public telecommunications network (PSTN) and in the country specified on the packaging. Use in other countries can result in faulty functioning.

For more information, please contact the technical service centre for your country. Should problems arise during use of your machine, please contact your retailer first.

Neither Sagem nor its affiliates shall be liable to the purchaser of this product or third parties for damages, losses, costs, or expenses incurred by the purchaser or third parties as a result of accident, misuse, or abuse of this product or unauthorized modifications, repairs, or alterations to this product, or failure to strictly comply with Sagem operating and maintenance instructions.

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Errors, printing errors and changes are reserved.

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#### **Customer Information**

We constantly strive to develop our products according to the highest quality standards and with the greatest possible user-friendliness.

In your user manual you will find all the information required to use your machine. If you nevertheless require assistance in addition to the user manual, our call centre is available. Our employees are trained experts who would be happy to answer your questions.

We can assist your more quickly if you do not call us from the machine, rather an external telephone. Keep a printout of the settings as well as the serial number of the machine handy. The serial number can be found on the type plate.

#### **United Kingdom**

**Telephone: 08 71 - 075 07 12** (0,15 £/minute)

Fax: 02 07 - 519 50 24

Use only Sagem accessories. The warranty does not cover damages to the machine resulting from the use of other consumable materials.

In United Kingdom, you can order Sagem accessories by telephone via our toll-free telephone number.

#### United Kingdom

Telephone: 08 00 - 358 08 07

E-Mail: dti.faxinfoline@sagem.com

Internet: www.sagem.com

We hope that you will enjoy using your new product!

SAGEM COMMUNICATION (SAFRAN Group)

Broadband Business Group Printing Terminals

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